PREPARING YOUR REVERBATAPE UNIT

Before you can operate your Reverbatape Unit RV-3, you must (a) install the tension arm and (b) install a tape loop. These items are packed separately for shipment, to prevent damage. The job is simple and requires no tools. *Follow the numbered steps below exactly.*

Tension Arm

1. Unscrew the three knurled nuts which hold the transparent cover to the face of the Unit. Carefully pull the cover straight off. Preserve the nuts.
2. The pivot post at the center of the Unit is identified in Fig. 1. Remove the knurled nut from it and preserve it along with the three nuts which held the cover on. Also remove the flat washer from the pivot post and preserve it.
3. Locate the small box packed with your Unit labeled TENSION ARM. Carefully unwrap the tension arm and the ¼-inch-long tubular spacer contained in the box.

NOTE: The tension arm (which you can identify from Figs. 1 and 2) contains at one end a highly polished cylinder. Be very careful not to let anything touch the cylinder. If it is scratched or nicked, tape life will be much reduced. (If you do damage the cylinder see the note at the end of these instructions.)

4. Refer to Fig, 2, an "exploded" view of the tension arm assembly. First place the tubular spacer over the threaded part of the pivot post. Push it down the threads and then over the smooth part of the pivot

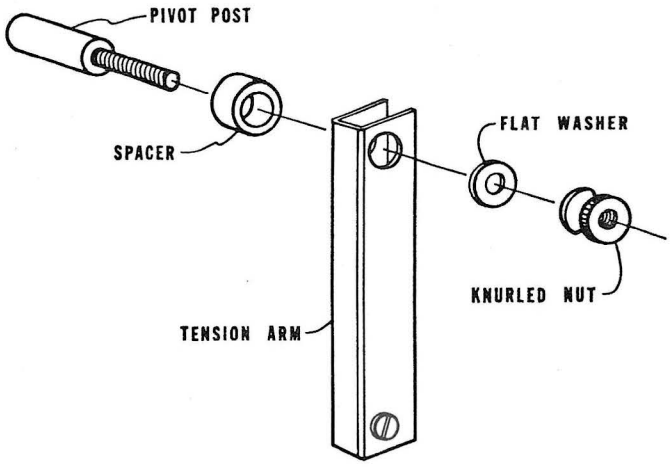

Fig. 2 — "Exploded" view of the tension arm assembly showing the assembly of the spacer, tension arm, flat washer, and knurled nut to the pivot post.

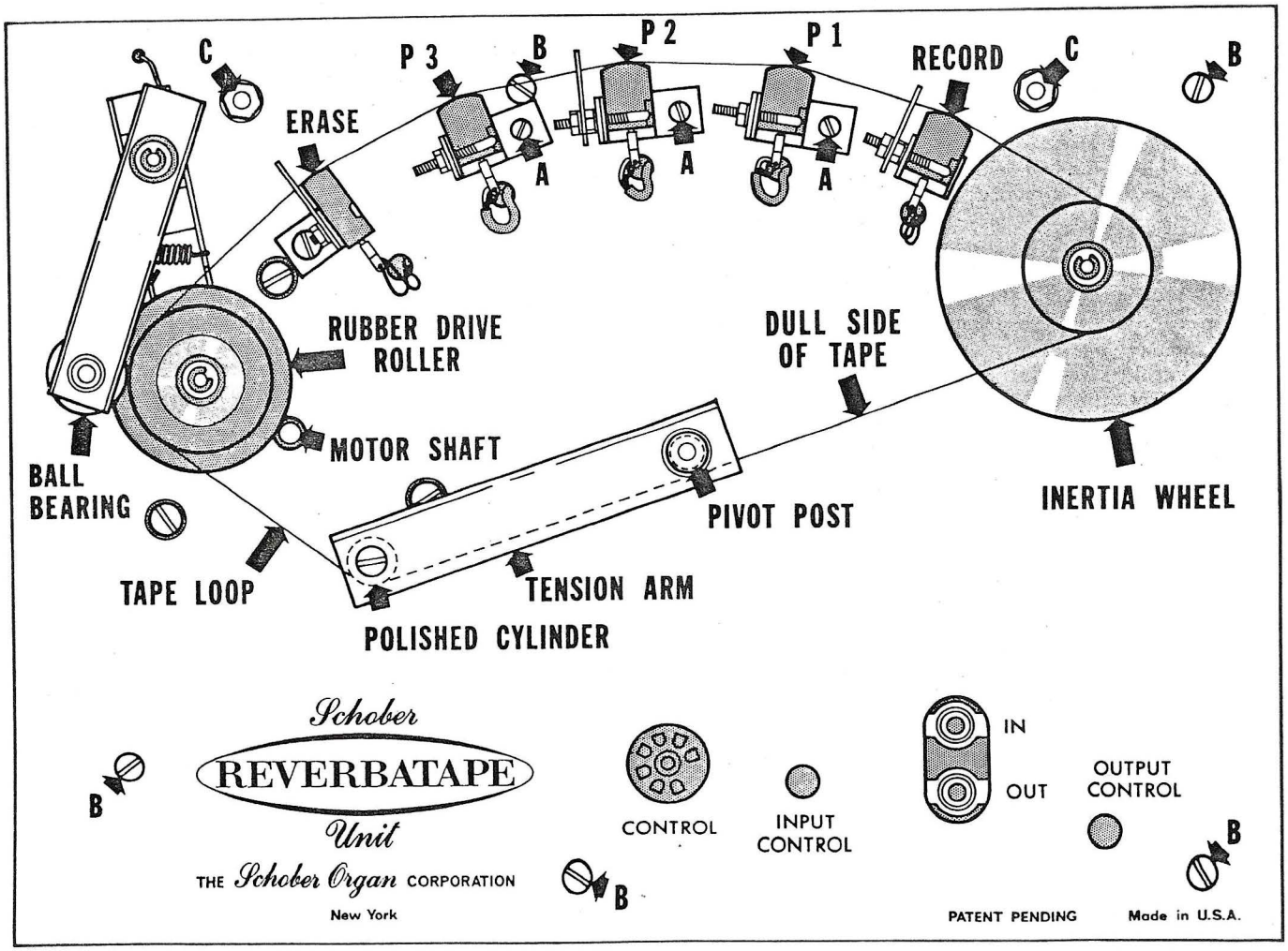

Fig. 1 — The front panel of the REVERBATAPE Unit showing the tape loop and tension arm in place.

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post until it is right against the face of the Reverbatape Unit.

5. Hang the tension arm on the pivot post by passing the large holes in the end opposite the smooth cylinder over the post's threads and then over the smooth part of the post until the tension arm strikes the tubular spacer you added in step 4. Carefully examine Fig. 2. Notice that when the tension arm is hanging with the smooth cylinder down, the open part of the U formed by the arm's bent metal is at your right. A look at Fig. 1 will also help you to avoid getting the tension arm on backward.
6. Place the flat washer over the threads of the pivot post, and then wind on one of the knurled nuts. Tighten the nut as firmly as you can *with your fingers, not with a tool.* The end of the tension arm with the polished cylinder should now swing freely like a pendulum if you give it a push. Leave it hanging down as in Fig. 2.

Tape Loop

7. Locate the box labeled TL-3 and open it carefully. It contains three continuous loops of tape. Gently remove one; then close the box and store it away from excessive heat or possibility of damage through pressure. When handling these tapes be especially careful not to crease or otherwise deform them. If you accidentally crease or make any other visible mark on a tape, discard it.
8. Looking closely at the tape, notice that one face is dull and the other shiny. Turn the loop inside out if necessary to make sure that the dull face is on the *inside* of the loop.
9. Look at Fig. 1 and notice the location of the tape after it is installed.
10. Note that of the five magnetic heads along the top of the Unit, the two end ones and the middle one have tape guides attached. A tape guide is a flat piece of metal with a square-U-shaped cutout. Drop the tape into the cutouts in the three guides. At the same time let the tape lie in the tape track of the brass inertia wheel over on the right.
11. With a finger, push the arm holding the ball bearing to your left against its spring pressure, so that the ball bearing loses touch with the rubber drive roller. Then insert the tape between the ball bearing and the rubber and release the bearing. The tape is now in the head guides, over the brass wheel, and over the rubber roller, held to it by the ball bearing. The lower part of the tape hangs loose in front of the tension arm.
12. Swing the tension arm's lower end to your left until it points at the rubber drive roller. Holding it there, place the lower part of the tape loop below the tension arm and pivot post.
13. Gently lower the tension arm, until the polished cylinder inside its end is resting on the tape. The tape and arm should now be as shown in Fig. 1.
14. Check again to see that the dull face of the tape is inside the loop so it is touching the heads, brass wheel, rubber roller, and polished cylinder.
15. To see that all is well, plug the Reverbatape Unit for a moment into a source of 117 volts a.c. and see that the tape loop moves smoothly.
16. Replace the transparent cover and hold it in place with the three remaining knurled nuts.

Installation

An installation kit and accompanying instructions tell you how to install the Reverbatape in your organ or audio equipment.

Damaged Tension Arm Cylinder

Since the oxide (dull) face of the tape passes over the polished cylinder inside the tension arm, the slightest damage to the micropolish on this cylinder will shorten tape life. If you know or believe the cylinder has been scratched or nicked, loosen the two screws which go into the threaded core of the cylinder and hold it in place on the tension arm. Carefully rotate the cylinder until the nicked or scratched area cannot contact the tape; then tighten the screws again.

If you cannot tell where the damage is or the entire cylinder is damaged or under suspicion, request a new polished cylinder, part No. 16239.

Shipping

If you have occasion to move the organ or equipment in which the Reverbatape Unit has been installed, or should it ever be necessary to return the unit to the factory for service, you must remove the tension arm from the Unit and carefully wrap it separately so that no harm may come to the polished cylinder. If the arm is left on the Unit during shipment, the tape loop, the arm, or part of the mechanism, or all three, will be damaged.